

Curriculum Vitae

Information :

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Marital status Single
Address Damanhour - Behira Gov - Egypt
University Tanta
Faculty Commerce
Department Accounting



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Courses :

Accounting :

Financial Analyzation
Managerial Accounting
Cost System
Cost Accounting
Advanced Accounting
Advanced Auditing

Software :

ERP Systems Programming
Advanced Excel
MS-Excel
MS-Access
Peach Tree

HR :

Human Resources
Communication Skills

Self-learning :

Cost Accounting 06 Hours
Advanced Cost Accounting 19 Hour
Principles Of Advanced practical Accounting Diploma 12 Hour
Financial Accounting 12 Hour
Accounting Excel 02 Hours

Accounting Skills :

Journal Record
Ledger
Trial Balance
Adjustments
Closing Entries
Income Statement
Balance Sheet

☀ Accounting Experiences :

- ✧ Safe (Treasurer)
- ✧ Cash Reports
- ✧ Purchases' Accounts
- ✧ Sales 'Accounts
- ✧ Customers' Accounts
- ✧ Vendors' Accounts
- ✧ Expenses' Reports
- ✧ Revenues' Reports
- ✧ Inventory' Reports

☀ ERP Programs :

I Can Work With All Financial Soft, I Can create And design An Accounting System For Any Company.

☀ Microsoft Excel :

I'm Professional Working In Microsoft Excel To completely design Financial And Accounting System From (A) To (Z).

☀ Language :

Language	Speaking	Writing
Arabic	Excellent	Excellent
English	Very Good	Very Good

☀ Computer Skills :

◆ Operating Systems :

- ✧ Microsoft Windows ★★★★★
- ✧ Internet Browsing ★★★★★

◆ Programming :

- ✧ Visual Studio 2013
- ✧ PHP Designer

◆ Office :

- ✧ Microsoft Word ★★★★★
- ✧ Microsoft Excel ★★★★★
- ✧ Microsoft Access ★★★★★
- ✧ Microsoft PowerPoint ★★★★★
- ✧ Microsoft Outlook ★★★★★

◆ Graphic :

- ✧ Adobe Photoshop ★★★★★
- ✧ Adobe Illustrator
- ✧ Adobe InDesign
- ✧ Design Flash
- ✧ Design Fonts

◆ Other Skills :

- ✧ Sound Editing & Mixing
- ✧ create Auto play CD
- ✧ Fast Type

☀ work Experiences :

✧ Alfarouk Spec-Hospital :

Work In Alfarouk Specialist Hospital In Costs Of Patients Accounts.

✧ Delta Masr Group :

Work In Delta Masr Group In Safe & Cash As Treasurer, Customers Accounts, Suppliers Accounts, Expenses, Revenues, Inventory, Purchases And Sales.